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2005

Meeting Minutes

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1-4-2005

# January 4, 2005

Civil Service Council

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# Civil Service Council Minutes

## January 4, 2005

### Members Attending

Lori Creek, Cris Ealy, Heidi Hawkins, Jerilyn Hutson, Susan Mathews, Katie Rice, Lisa Standerfer, Jenny Stout, Janet Werden, Julie Wilkerson

### Others in Attendance

Julie Benedict

### Members Absent

Patti Bailey, Cheryl Clapp, Allen Clayton, Tami Duzan, Paula Embry, Lionel Sanders, Carlene Schaefer

President Rice called the January meeting to order.

The December minutes were approved. (Ealy/Standfer)

### EAC Report

Julie Benedict reported that the next EAC meeting is scheduled in Champaign on January 13 and 14. Anyone is invited to attend the meeting. Anyone wanting to see a copy of the agenda should contact Julie.

### Committee Reports

Personnel/Grievance	Vacant	Nothing to report at this time.
Legislative	Susan Mathews	Nothing to report at this time.
Environmental	Heidi Hawkins	The committee is reviewing its bylaws.
Health and Safety		
Recycling	Steve Lane	Nothing to report at this time.
<b>Financial Report</b>	Paula Embry	Nothing to report at this time.

### Human Resources Report

Julie Wilkerson noted that the information regarding W-2 pickup in the University Newsletter was incorrect. She will contact payroll and forward the correct information to Katie Rice. Katie will then e-mail the council with this information.

### Old Business

- ❖ Council of Councils 2005-nothing from Andy Small at this time.
- ❖ Archive File Disposal-Jan Dowland continues working on this for us. Lori Creek reported that she was able to condense all items from the filing cabinet into a moving tote and suggested the council dispose of the filing cabinet. A motion was made (Ealy/Werden) for Lori to move the filing cabinet to surplus and continue storing all items in the tote until word is received from Jan Dowland regarding disposal/archiving of the items.

### New Business

- ❖ Katie Rice requested that all council members provide her with a count from their respective areas for the voting of the proposed Christmas holiday schedule for 2005-2006. She will be forwarding this information to Staff Senate which is compiling the data.
- ❖ Several visitors/activities are slated for upcoming meetings:
  - ✓ February—SUCSS orientation. Cris Ealy suggested the meeting be placed in the University Newsletter to make the information available to all non-negotiated employees who may wish to attend. Julie Benedict will handle this.
  - ✓ March—Vice President Nilsen will provide a legislative update
  - ✓ April—President's Council. It was also suggested that the President's Council could attend in March with Vice President Nilsen.
  - ✓ May—Picnic for non-negotiated employees. A committee was formed to plan this event: Lori Creek, Lisa Standerfer, Julie Wilkerson, Janet Werden and Cris Ealy.

- ❖ Cris Ealy suggested that the council have a voice with the Board of Trustees in the event we need to be heard by the Board. Katie Rice will contact President Hencken regarding a regular meeting schedule with him as well as having a voice with the Board of Trustees.

A motion was made to adjourn and passed unanimously. (Hawkins/Creek)

The next scheduled meeting of the Civil Service Council is February 1 at 1:30 p.m. in the Greenup Room of the University Union. All Civil Service, non-negotiated employees are welcome and are encouraged to attend.